



CYNTHIA D. BANKS
Director

**COMMUNITY AND SENIOR SERVICES
OF LOS ANGELES COUNTY**

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"To Enrich Lives Through Effective And Caring Service"

BOARD OF SUPERVISORS

**GLORIA MOLINA
MARK RIDLEY-THOMAS
ZEV YAROSLAVSKY
DON ENABE
MICHAEL D. ANTONOVICH**

June 15, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

17

JUNE 15, 2010

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

AUTHORIZATION TO ACCEPT TITLE V SENIOR COMMUNITY SERVICES EMPLOYMENT PROGRAM FUNDS FOR FISCAL 2009-11 AND ACCEPT SUPPLEMENTAL FISCAL YEAR 2009 -10 CALIFORNIA CLEAN ENERGY WORKPLACE TRAINING PROGRAM AND RENEWABLE FUEL AND VEHICLE TECHNOLOGIES WORKFORCE DEVELOPMENT PROGRAM FUNDS

SUBJECT

This Board Letter requests approval to accept Title V Senior Community Services Employment Program (SCSEP) funds for Fiscal Year (FY) 2009-11 and additional FY 2009-10 California Clean Energy Workplace Training Program (CEWTP) and Renewal Fuel and Vehicle Technologies Workforce Development Program (Alternative Fuel Program) funds, accept future funding from these sources, and execute existing and any future State documents required to accept funding from these sources.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Director of Community and Senior Services (CSS), or designee, to accept the FY 2009-2011 Department of Labor Appropriations Act (AA) funding for the Title V SCSEP in the estimated amount of \$1,125,000 from the California Department of Aging (CDA) and execute Contract #AA-09-10-19.
2. Delegate authority to the Director CSS, or designee, to accept future funding and execute future contract amendments with the CDA for contract #AA09-10-19, provided that the Director of CSS notifies your Board and the Chief Executive Office (CEO) in writing within ten work days of accepting the funding.
3. Authorize the Director of CSS, or designee, to accept supplemental funds from the Employment

Development Department (EDD) for CEWTP in the amount of \$106,000, and for the Alternative Fuel Program in the amount of \$100,000, and execute all required documents regarding the CEWTP and Alternative Fuel Program funding.

4. Authorize the Director of CSS, or designee, to accept future funding for CEWTP and/or the Alternative Fuel Program, provided that the Director of CSS notifies, in writing, the Board of Supervisors and the CEO within ten work days of accepting funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

SCSEP

The recommended actions will enable CSS to provide additional services under the SCSEP. This program provides part-time work training opportunities at local community service agencies for older workers who have poor employment prospects and assists with the transition of individuals to unsubsidized employment. Further, the program provides a variety of supportive services and job placement assistance such as job-related counseling, job development, job search, job club, and referrals.

CEWTP and Alternative Fuel Program

On February 16, 2010, your Board authorized CSS to accept \$894,000 in CEWTP funds and \$400,000 in Alternative Fuel Program funds, also authorizing CSS to enter into contract with the Los Angeles Community College District (LACCD) to provide related training. Your Board authorized CSS to amend this contract to increase or decrease the contract amount based on the availability of funding.

Subsequently additional funds were received, requiring CSS to seek your Board's approval to accept them. This recommended action will supplement the CEWTP and Alternative Fuel Program in accomplishing their program goals to increase job opportunities in energy efficiency, renewable energy, and alternative and renewable transportation technologies.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Los Angeles County Strategic Plan Goals: #2: Children, Family and Adult Well-Being; and #3 Community and Municipal Services.

FISCAL IMPACT/FINANCING

SCSEP

CSS received approximately \$1,125,000 in SCSEP funds. CSS' administrative costs are about \$236,000, with the remaining balance of \$889,000 to be used for program services. There is no impact on the County's general funds, as the SCSEP is fully financed by the AA funding. Funding for the SCSEP has been included in the Department's FY 2010-11 proposed budget.

CEWTP and Alternative Fuel Program

An additional \$206,000 was received for both of these programs, all of which will be distributed to LACCD. There is no impact on the County General Fund, as these two programs are fully funded by the Workforce Investment Act American Recovery and Reinvestment Act (WIA ARRA), the Workforce Investment Act (WIA), and the Alternative Fuel Program. The funding has been included in the Department's FY 2010-11 proposed budget.

On July 11, 2000, your Board approved guidelines for the acceptance of State and Federal grants of \$100,000 or more. These guidelines require that County departments prepare a Grant Management Statement prior to commencing the activities related to the grant. Accordingly, the Grant Management Statements for both SCSEP (Attachment A) and CEWTP/Alternative Fuel Program (Attachment B) are included.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

SCSEP

Los Angeles County is a designated Area Agency on Aging (AAA). The CDA allocates funding to the County for the administration of senior employment training programs.

The program is operated by CSS using community-based host agencies as training sites. Participants are recruited by Title V administrative staff at WorkSource Centers and Senior Centers in all Supervisorial Districts. Training and supervision is provided by host agencies who have signed a Memorandum of Understanding (MOU) with CSS. The funds will be used to enroll about 116 additional participants into SCSEP.

CEWTP and Alternative Fuel Program

The Los Angeles County Workforce Investment Board (LACWIB) and community colleges lead regional workforce training partnerships that will train approximately 195 workers for jobs in clean energy. The program focuses on occupations in energy efficiency, renewable energy, and alternative and renewable transportation technologies.

The additional CEWTP program funding will serve an additional 20 participants. Although not required, this project will serve special needs populations such as veterans, individuals lacking a GED, and applicants living below 50 percent of the area medium income. All participants will be offered short-term training activities.

The additional Alternative Fuel Program funding will serve an additional 20 participants. It is anticipated that upon successful completion of the program's array of services, participants can be poised for successful careers as Green Plumbing Contractors, Green Construction Managers/LEED Certified, Building Analysts, HVAC Contractors, Solar PV Installers, Energy Efficiency Auditors, and Solar Thermal Installers.

CONTRACTING PROCESS

SCSEP

SCSEP is not contracted out. The program is operated by CSS using community-based host agencies as training sites. The salaries and wages of all participants assigned to the host agencies are paid through CSS. Participants are recruited at WorkSource Centers and Senior Centers by CSS' Title V planning staff. Training and supervision is provided by host agencies who have signed an MOU with CSS.

CEWTP and Alternative Fuel Program

On February 16, 2010, your Board authorized CSS to enter into contract with the LACCD to provide related training. At that time, your Board also authorized CSS to amend this contract to increase or decrease the contract amount based on the availability of funding. The supplemental funds of \$206,000 will be provided to LACCD to expand their services.

Monitoring Requirement

SCSEP

Monitoring of host agencies and training site participants is conducted by Title V program monitors. The program monitors, through site visits and interviews with the participants and training site supervisors, the training progress of each participant.

CEWTP and Alternative Fuel Program

CSS has contracted with the Auditor-Controller to conduct program and fiscal monitoring of the CEWTP and Alternative Fuel Program. CSS is responsible for resolving any reported monitoring findings.

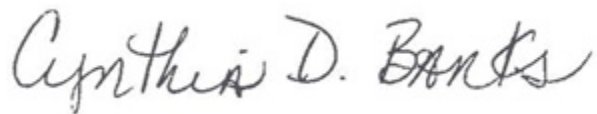
IMPACT ON CURRENT SERVICES (OR PROJECTS)

This additional funding will provide additional training opportunities to SCSEP, CEWTP and Alternative Fuel Program participants.

CONCLUSION

Upon Board approval, please mail two copies of the adopted Board Letter to Rogelio Tapia, Program Manager, Financial Management Division, CSS, 3175 West Sixth Street, Los Angeles, CA 90020.

Respectfully submitted,

A handwritten signature in dark ink, reading "Cynthia D. Banks". The signature is written in a cursive, flowing style.

CYNTHIA D. BANKS
Director

CDB:OS:MQ:RT

Enclosures

c: Chief Executive Officer
County Counsel
Auditor Controller
Executive Officer, Board of Supervisors

Los Angeles County Chief Executive Office

Grant Management Statement for Grants \$100,000 or More

Department: Community and Senior Services

Grant Project Title and Description

The CDA recently channeled Senior Community Service Employment Program (SCSEP) Department of Labor Appropriations Act Title V funding in the amount of \$1,125,369 under authority of the Department of Labor Appropriations Act, 2010 PL, 111-117, Division D to CSS to increase the number of participants served in SCSEP, increase services and training to unemployed low-income older adults, enhance community services, and assist in transitioning program participants who had been funded by the American Recovery and Reinvestment Act (ARRA) into the regular SCSEP.

Funding Agency

California Department of Aging

Program (Fed. Grant #/State Bill or Code #)

AD-19970-10-60-A-6

Grant Acceptance Deadline

Total Amount of Grant Funding: \$1,125,369

County Match: \$ 0

Grant Period: 15 Months

Begin Date: 04/01/2010

End Date: 06/30/2011

Number of Personnel Hired Under This Grant: 0

Full Time: 0

Part Time: 0

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program?	<input type="checkbox"/>	N/A
Will all personnel hired for this program be placed on temporary ("N") items?	<input type="checkbox"/>	N/A
Is the County obligated to continue this program after the grant expires?	<input type="checkbox"/>	No
If the County is not obligated to continue this program after the grant expires, the Department will:		N/A
a.) Absorb the program cost without reducing other services	<input type="checkbox"/>	N/A
b.) Identify other revenue sources (describe below)	<input type="checkbox"/>	N/A
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	<input type="checkbox"/>	N/A

Impact of additional personnel on existing space:

Does not apply to this grant.

Other requirements not mentioned above: There is no impact to the General Fund.

Department Head Signature

Cynthia D. Banks

Date:

5/25/10

Los Angeles County Chief Executive Office

Grant Management Statement for Grants \$100,000 or More

Department: Community and Senior Services

Grant Project Title and Description

On October 2, 2009, the Los Angeles County Workforce Investment Board (LACWIB) in partnership with LACCD received a grant award from EDD totaling \$1,500,000 to implement the CEWTP and Alternative Fuel Program. The term of the grant is October 1, 2009 through June 30, 2011. On December 16, 2009, EDD provided subsequent notice to all State local WIBs of award allocation reductions, thereby adjusting LACWIB's total award from \$1,500,000 to \$1,294,000. On February 16, 2010, a Board Letter was adopted reflecting the adjusted amount. However, on April 29, 2010, our Department received the official grant award letter in the amount of \$1,500,000. This Grant Management Statement addresses the adjustment of \$206,000 to the \$1,294,000 originally indicated in the February 16, 2010 Board Letter. There was no change to the grant term. The CEWTP and Alternative Fuel Programs recommended actions will enable LACWIB through its partnership with LACCD to create activities that develop and support economic growth opportunities in LA County. The goal of both programs is to promote the use of industry sector strategies as the framework for addressing the need for skilled workers in three categories: 1) Industries related to energy and water efficiency; 2) Industries related to renewable energy (distributed generation and utility-scale); and 3) Industries related to alternative and renewable transportation technologies.

Funding Agency	Program (Fed. Grant #/State Bill or Code #)	Grant Acceptance Deadline
EDD	CEWTP and Alternative Fuel Program	N/A

Total Amount of Grant Funding: \$206,000

County Match: \$ 0

Grant Period: 21 Months

Begin Date: 10/01/2009

End Date: 06/30/2011

Number of Personnel Hired Under This Grant: 0

Full Time: 0

Part Time: 0

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program?	N/A
Will all personnel hired for this program be placed on temporary ("N") items?	N/A
Is the County obligated to continue this program after the grant expires?	No
If the County is not obligated to continue this program after the grant expires, the Department will:	
a.) Absorb the program cost without reducing other services	N/A
b.) Identify other revenue sources (describe below)	N/A
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	N/A

Impact of additional personnel on existing space:

There is no impact on existing space.

Other requirements not mentioned above: There is no impact to the General Fund.

Department Head Signature

Cynthia D. Boulton

Date:

5/25/10